

Presentation Notes

Presentation Parliamentary proceduresLesson 2.2

Notes from Presentation:

- most common in proper meeting format
- follows rules for making group decisions
- designed to ; maintain order, allow everyone a voice, and helps meeting run smoothly

- made up of many motions and rules
- has a chair, president, or presiding officer to overlook the meeting
- discusses only one main motion at a time
- decisions are based on majority rules

What is a motion:

- ideas for the group to consider
- start with "I move.."
- should properly be presented to the chair, recognition and then state the motion.

Seconding a motion:

- most motions require a second
- will be discussed after the 2nd motions
- it is not passed if there isn't a second motion

debate/discussion:

- the chair will ask for debate
- the maker has first right to debate
- all must address chair and be recognized before speaking
- may be for or against

aye or nay

- a vote is taken after debate
- successful motions require majority vote
- results of the vote determine the action taken with the motion.

Steps: 1. Stand and address chair. 2. Wait for recognition 3. Motion is correctly stated 4. Motion is seconded. 5. Chair will repeat the motion. 6. Chair will ask for discussion. 7. Motion is discussed 8. Chair restates. 9. Vote. 10. Chair states outcome of vote

Main motions: used to introduce new business to group. Cant be negative. Actions must be legal.

Amendment cant change intent of motion but fix a flaw. Types adding or inserting, removing

AFNR Reflection Page

List five key points that are important to remember from this presentation.

1. The different steps to a motion
2. The chair holds most power
3. Parliamentary procedure is the most common in professional meetings
4. A chair is needed to preside
5. Decisions are based on majority rule

List three ideas or concepts that this new information has in common with previous things learned.

1. Motions are used in FFA meetings.
2. Decisions are usually based on majority rule in life
3. FFA meetings run like Parliamentary procedures it looks like.

List questions or ideas that remain unclear about the information presented that should be asked for clarity at the appropriate time.

None